

**Occupational Employment Projections, Year 2002 Projected to Year 2012  
East Central Community College District**

Standard Occupational Classification (SOC)		2002 Employment	2012 Projected Employment	Projected Employment Growth 2002 to 2012		Total Projected Avg. Annual Job Openings
Code	Occupation			Number	Percent	
<b>43-0000</b>	<b>Office and Administrative Support Occupations</b>	<b>5,670</b>	<b>6,150</b>	<b>480</b>	<b>8.5%</b>	<b>195</b>
<b>43-1000</b>	<b>Supervisors, Office and Administrative Support Workers</b>	<b>400</b>	<b>440</b>	<b>40</b>	<b>10.0%</b>	<b>15</b>
43-1011	First-Line Supervisors/Managers of Office and Administrative Support Workers	400	440	40	10.0%	15
<b>43-2000</b>	<b>Communications Equipment Operators</b>	<b>60</b>	<b>50</b>	<b>-10</b>	<b>-16.7%</b>	<b>0</b>
43-2011	Switchboard Operators, Including Answering Service	40	40	0	0.0%	0
43-2021	Telephone Operators	20	20	0	0.0%	0
<b>43-3000</b>	<b>Financial Clerks</b>	<b>1,150</b>	<b>1,270</b>	<b>120</b>	<b>10.4%</b>	<b>45</b>
43-3011	Bill and Account Collectors	60	70	10	16.7%	0
43-3021	Billing and Posting Clerks and Machine Operators	80	90	10	12.5%	0
43-3031	Bookkeeping, Accounting, and Auditing Clerks	590	630	40	6.8%	15
43-3051	Payroll and Timekeeping Clerks	80	90	10	12.5%	5
43-3061	Procurement Clerks	30	30	0	0.0%	0
43-3071	Tellers	310	350	40	12.9%	20
<b>43-4000</b>	<b>Information and Record Clerks</b>	<b>890</b>	<b>1,070</b>	<b>180</b>	<b>20.2%</b>	<b>40</b>
43-4031	Court, Municipal, and License Clerks	50	60	10	20.0%	0
43-4051	Customer Service Representatives	240	310	70	29.2%	10
43-4061	Eligibility Interviewers, Government Programs	60	60	0	0.0%	0
43-4071	File Clerks	50	50	0	0.0%	0
43-4081	Hotel, Motel, and Resort Desk Clerks	50	70	20	40.0%	5
43-4111	Interviewers, Except Eligibility and Loan	40	60	20	50.0%	5
43-4121	Library Assistants, Clerical	10	10	0	0.0%	0
43-4131	Loan Interviewers and Clerks	30	30	0	0.0%	0
43-4141	New Accounts Clerks	40	40	0	0.0%	0
43-4151	Order Clerks	50	50	0	0.0%	0
43-4161	Human Resources Assistants, Except Payroll and Timekeeping	50	60	10	20.0%	0

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43-4171	Receptionists and Information Clerks	180	240	60	33.3%	10
43-4999	Misc. Financial, Information, and Record Clerks	30	40	10	33.3%	0
<b>43-5000</b>	<b>Material Recording, Scheduling, Dispatching, and Distributing Workers</b>	<b>1,390</b>	<b>1,450</b>	<b>60</b>	<b>4.3%</b>	<b>45</b>
43-5021	Couriers and Messengers	60	50	-10	-16.7%	0
43-5031	Police, Fire, and Ambulance Dispatchers	50	50	0	0.0%	0
43-5032	Dispatchers, Except Police, Fire, and Ambulance	60	70	10	16.7%	0
43-5041	Meter Readers, Utilities	20	20	0	0.0%	0
43-5051	Postal Service Clerks	30	30	0	0.0%	0
43-5052	Postal Service Mail Carriers	150	160	10	6.7%	5
43-5053	Postal Service Mail Sorters, Processors, and Processing Machine Operators	20	20	0	0.0%	0
43-5061	Production, Planning, and Expediting Clerks	70	90	20	28.6%	5
43-5071	Shipping, Receiving, and Traffic Clerks	350	370	20	5.7%	10
43-5081	Stock Clerks and Order Fillers	510	510	0	0.0%	20
43-5111	Weighers, Measurers, Checkers, and Samplers, Recordkeeping	30	30	0	0.0%	0
43-5199	Misc. Material Recording, Scheduling, Dispatching, and Distributing Workers	50	40	-10	-20.0%	0
<b>43-6000</b>	<b>Secretaries and Administrative Assistants</b>	<b>1,090</b>	<b>1,160</b>	<b>70</b>	<b>6.4%</b>	<b>25</b>
43-6011	Executive Secretaries and Administrative Assistants	200	220	20	10.0%	5
43-6012	Legal Secretaries	30	40	10	33.3%	0
43-6013	Medical Secretaries	40	50	10	25.0%	0
43-6014	Secretaries, Except Legal, Medical, and Executive	820	850	30	3.7%	20
<b>43-9000</b>	<b>Other Office and Administrative Support Workers</b>	<b>690</b>	<b>710</b>	<b>20</b>	<b>2.9%</b>	<b>20</b>
43-9011	Computer Operators	30	20	-10	-33.3%	0
43-9021	Data Entry Keyers	80	70	-10	-12.5%	0
43-9022	Word Processors and Typists	50	30	-20	-40.0%	0
43-9041	Insurance Claims and Policy Processing Clerks	30	30	0	0.0%	0

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43-9051	Mail Clerks and Mail Machine Operators, Except Postal Service	20	10	-10	-50.0%	0
43-9061	Office Clerks, General	430	480	50	11.6%	15
43-9071	Office Machine Operators, Except Computer	30	30	0	0.0%	0
43-9999	Misc. Secretaries, Administrative Assistants, and Other Office Support Workers	20	20	0	0.0%	0